

# State of Wisconsin \ Government Accountability Board

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JUDGE VICTOR MANIAN  
Chairperson

KEVIN J. KENNEDY  
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**DATE:** February 29, 2016

**TO:** Wisconsin Municipal Clerks  
City of Milwaukee Election Commission  
Wisconsin County Clerks  
Milwaukee County Election Commission

**FROM:** Allison Coakley  
Elections Training Coordinator

**SUBJECT:** Election Observers & Troubleshooting the February Primary webinar

**Webinar for Clerks, Chief Inspectors and Poll Workers**  
**Election Observers & Troubleshooting the February Primary**  
**Wednesday, March 2, 2016: 10:00 a.m. – 11:00 a.m.**  
**Web link:** <https://attendee.gotowebinar.com/register/5856114751102497282>

Anyone, other than a candidate up for election, has the right to be present to observe the conduct of the election. Election inspectors must ensure that the voting process is transparent and open to the public. This webinar will discuss rules for observers at the polling place or other locations where votes are being cast or counted. In addition, we will be reviewing any problems reported during the February primary.

**Please note:** The March 9, 2016 webinar scheduled to cover the topic of the *Canvass Process* may be changed to a review of SB 295 if it is signed into law this month to provide a more thorough review of the bill's provisions as they relate to the April and future elections.

Reference materials for the webinar have been posted on our website as an attachment. The webcast will be posted by the Thursday following the session on the G.A.B. website for clerks and their election officials to review at their convenience: <http://gab.wi.gov/clerks/education-training/webinars>. The training counts toward clerk and chief inspector recertification hours whether you participate in the live webinar or review the recording at a later date.

## **Live Webinar Requirements**

You must be able to view videos on your computer, using a media application such as Windows Media Player. You will be connected to audio using your computer's speakers. If you are unable to access the audio over your computer speakers, you may select "Use Telephone" after joining the webinar. Using the telephone for audio is a **toll charge**. If you have questions about the technical aspects of the webinar, please contact the Help Desk at [gabhelpdesk@wi.gov](mailto:gabhelpdesk@wi.gov) or (608) 261-2028.

The webinar has a maximum of 500 participants. In response to input from clerks, phones will be muted to reduce ambient noise. Questions may be typed in and will be answered by G.A.B. staff for the benefit of the participants as time allows. A list of Frequently Asked Questions (FAQs) generated from the webinar will be posted after the webcast.

We look forward to you joining us for the webinar on Wednesday. If you have ideas or suggestions for future webinar topics, please contact me: [allison.coakley@wi.gov](mailto:allison.coakley@wi.gov) or (608) 261-2033. Thank you.